



**OFFICE OF THE CHIEF PROCUREMENT OFFICER
COUNTY OF COOK**

118 NORTH CLARK ST. ROOM 1018
CHICAGO, ILLINOIS 60602-1375
(312) 603-5370

THIS PURCHASE ORDER NUMBER
MUST APPEAR ON ALL PACKAGES,
INVOICES, SHIPPING PAPERS AND
DROP SHIPMENTS.

PURCHASE ORDERED ISSUED TO

849521

Caldwell Letter Service, Inc.
4500 S. Kolin Ave.
Chicago IL 60632

DATE

8/11/2014
F.O.B. POINT

PURCHASE ORDER NO.

189163 - 000- OP

REQUISITION NO.

00114595 OR

COOK COUNTY FEIN: 36-6006541

ILLINOIS SALES TAX EXEMPT: E-9998-2013-04

FEDERAL EXCISE TAX EXEMPT CERT: 36-75-D038K

SHIP TO Cook County Board of Commissioners
118 N Clark St Rm 567
Chicago IL 60602

DELIVERY INSTRUCTIONS

Comm. Timothy O. Schnelder
R. Henley 312-603-6564

Paula

DEPT NO

0950115

Page 1 of 1

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
1.00	Printing Cost NEWSLETTER ARTWORK, PHOTO AND MAILING LIST WILL BE PROVIDED LAYOUT AND DESIGN 8-1/2 x 11 FULL COLOR TWO SIDED 80# GLOSS COVER NEWSLETTER FOLDED MAILING SORT AND DELIVER TO POST OFFICE INCLUDING POSTAGE WITHIN THE BOUNDARIES OF 15TH COUNTY DISTRICT; TOWNSHIP INCLUDES ELK GROVE, HANOVER, AND SCHAUMBURG TOWNSHIP MUST BE ABLE TO COMPLETE IN 8-10 DAYS OR SOONER	50,000.00 EA	.0768	3,840.00	0950115.521230
2.00	Mailing Cost	50,000.00 EA	.0369	1,845.00	0950115.521230
3.00	Postage Cost	50,000.00 EA	.2600	13,000.00	0950115.521230
		***** Total Order *****		18,685.00	

NOTE: VENDOR AGREES NOT TO EXCEED THE QUANTITY OR DOLLAR AMOUNT OF THIS ORDER WITHOUT WRITTEN AUTHORIZATION FROM THE CHIEF PROCUREMENT OFFICER

RECEIPT CERTIFICATION (FOR DEPARTMENT USE ONLY)

I hereby certify that I have received the goods/services reflected above and that the items referenced are in full conformity with the purchase order/contract.

Authorized Signature:

Date:

I hereby certify that this purchase is in agreement with the requisition on file authorizing the expenditure and is properly approved.

CHIEF PROCUREMENT OFFICER

Date:

Shannon E. Anderson 11 August 2014
CP

